

16 January 1970

MEMORANDUM FOR: Director of Training

SUBJECT : Weekly Report - 12-16 January 1970

A. COURSES

<u>COURSES IN PROGRESS</u>	<u>DATE</u>	<u>STUDENTS</u>
Clerical Refresher	12 Jan. - 6 Feb.	15
Field Finance and Logistics	5 - 23 January	9
Advanced Management (Planning)	11 - 16 January	35
Administrative Procedures	12 - 16 January	17

B. MANAGEMENT TRAINING

25X1A9a On the above date Chief, Support School and [REDACTED] 25X1A9a  
 met with [REDACTED] and [REDACTED] of Psycholog- 25X1A9a  
 ical Services Staff/OMS and [REDACTED] a consultant to 25X1A5a1  
 that Office. Purpose of the meeting was to discuss the procedures  
 to be employed in the forthcoming survey of the Supervision Course.  
 25X1A5a1 [REDACTED] has had several years of experience with the USAF and  
 Department of Agriculture as a psychologist in the fields of Human  
 Relations and Personnel Management. He is fully cleared.

We are looking forward to the survey as a means of assessing  
 the effectiveness of the present Course and for indicating areas in  
 which improvement may be possible.

25X1A9a

Distribution:

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- 1 - C/SUS/TR
- 1 - DC/SUS/TR-MT
- 1 - DC/SUS/TR-AT
- 1 - C/MEDC/TR
- 1 - C/CTF/TR
- C/SUS/[REDACTED]

Chief, Support School  
 Office of Training

25X1A9a